

DRAFT

Virginia Center for Onsite Wastewater Training
Southeast Virginia Community College
Steering Committee Meeting
05 January 2007

Core Group Attendees:

Name	Company / Representing	Email Address:
Tom Joy	Chair / Moderator / VDH	Thomas.Joy@vdh.virginia.gov
K.R. Trapper Davis	CPEG / VOWRA	krdavis@cpegllc.com
Tom Reynolds	SVCC	tom.reynolds@sv.vccs.edu
Jay Duell	VDH	Jay.Duell@vdh.virginia.gov
Beth Manghi	VDH / Hanover HD	Beth.Manghi@vdh.virginia.gov
Danna Revis	VDH	Danna.Revis@vdh.virginia.gov
Anish Jantrania	VDH Richmond	Anish.Jantrania@vdh.virginia.gov
Jamie Hawley	VDH / Piedmont HD	Jamie.Hawley@vdh.virginia.gov
Karl Rudolph	VDH /	Karl.Rudolph@vdh.virginia.gov

Core Group Members Absent:

Ed Dunn	VDH / Piedmont HD	Ed.Dunn@vdh.virginia.gov
Gary Whitley	VDH Soils Scientist	Gary.Whitley@vdh.virginia.gov
Jim Bowles	VDH / Lynchburg	Jim.Bowles@vdh.virginia.gov
Don Alexander	VDH Richmond	Don.Alexander@vdh.virginia.gov
Gary Whitley	VDH	Gary.Whitley@vdh.virginia.gov

Associate Group Attendees and/or guests:

Peter M. Brooks	PMBA, PC	pmbal@verizon.net
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Vision Statement:

Comprehensive understanding of onsite wastewater practices across Virginia.

Mission Statement:

Educate and train practitioners and others in the practices and technologies essential to assure long term sustainability of onsite wastewater systems, ground and surface water quality and public health.

Meeting opened at: 10:15

Announcements:

1. Need erosion and sedimentation plan prior to doing anything or installing any equipment on the training site. B&B Consultants are low bid.
2. No input received from D. Alexander on preferred layout of new building addition.
3. Trailer can only remain on-site for a maximum of two years. Is it economically feasible to transport and set-up for 2 years and then dispose or move it? Barracks is available so trailer is not needed ... vote by members present is not to bring the trailer to the training site.

Barbara Grimes – seminar “Wastewater and the Environment” – being scheduled for March 12 & 13, 2007 to be held at the Fort Pickett Officer’s Club. Minimum of 20 attendees, maximum of 100 attendees. Conflicts with NOWRA’s International Conference – “Water for all Life” being held in Baltimore MD the same week.

Potential training scheduled December 3 & 4, 2007 – Instructor = Peter M. Brooks – Alternative discharging system design. Full title and course material to be developed and submitted to steering committee for review.

- a. Permitting requirements – DEQ?
- b. Discussion of alternative discharging regulations?
- c. Discussion of alternative discharging design?
- d. Require Onsite 101 training as a pre-requisite for attendance.
- e.

Tom Joy – Should we develop some research projects? Such as:

1. Comparison of various types of permeameters? – non juried article? (Amoozamer, Johnson Permeameter, and others?)
 - a. Is there variation between the different permeameters compared to soil estimation?
 - b. Demonstrate –
 - i. Let soil scientist(s) examine the soils and determine perc. Rate (100’ x 100’) area, based on soil characteristics and determine number of points for testing. (1 point, 5 points, 10 points, etc.?)
 - ii. Evaluate with individual permeameters in the same area – single hole? Multiple holes in same area?
 - iii. Can we test with all four soil classes on the training site? Are there all four soil classes available on the training site?
2. Develop training course or amend an existing training course on proper use of and interpretation of results from various permeameters.

Discussion regarding the proposed By-Laws for the VCOWT Steering Committee:

Some comments have been received: Danna Revis was recording and making working comments and changes on the original document.

1. Are annual monthly meetings too frequent? -
 - a. Comments, it appears that the consensus of the members present is that monthly meetings are required for the Core Group for the next year or two until the center is fully up and running.
 - b. Possibly monthly meetings for the Core Group and quarterly meetings for the Associates Group
2. Organization –
 - a. Composition currently is a 14 seat Core Group
 - i. Change composition to 15 seat Core Group, as the Chair should always be a VDH / State employee?
 - ii. Change to seat a maximum of a 15 seat Core Group so that the committee can operate with less than the maximum persons?
 - b. Core Group members shall serve for a 2 year period.
 - i. Won't this disrupt as there is no continuity?
 - ii. Need a way to keep continuity and still rotate new members into the Core Group.
 - iii. Re-set the term limit for ½ of the core group membership to 2 years and the other ½ a four year term.
 - c. Core Group members who miss 3 consecutive meetings ... shall be removed, etc.
 - d. Associates Group members at least one year's duration and not having missed more than one meeting ...
 - i. Reduce this requirement? We need to have a core of responsible personnel and interested personnel in the training center, not just bodies.
 - ii. Is there a process to go through to become an Associate Group member?
 - iii. Manufacturer's represented automatically if they have equipment installed at the facility?
 - iv. Better define Individual Entity and Multiple Entity.
3. Officers
 - a. Chair – needs to always be a VDH employee as this is a VDH sponsored training center.
 - i. Believe needs to be appointed by VDH Richmond.
 - b. Vice-Chair –
 - i. may be a non-VDH employee, but could not succeed to the position of chair.
 - ii. Should the position be appointed by VDH Richmond?
 - c. Recorder – may be a non-VDH employee.
 - d. Treasurer?
 - i. Not needed at this time, as the center is fully funded by VDH.
 - ii. May be required at a later date when / if the center becomes self sufficient and freestanding.

Discussion centered on a proposed letter to manufacturers: Changes to requirements and information requested were made.

Next Meeting scheduled for 09 February 2007, 10:00am at VCOWT facility.